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State of Connecticut
PUBLIC DOCUMENT No. 41

REPORT
OF THE
EXAMINER OF PUBLIC RECORDS

For the Fifteen Months Ended September 30, 1912



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CONNECTICUT STATE LIBRARY

HARTFORD, Jan. 20, 1913.

Simeon E. Baldwin, Governor,
Executive Chambers,
Hartford, Conn.

Sir:

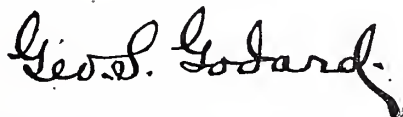
I have the honor to submit herewith the first report of the Examiner of Public Records made to the State Librarian under the provisions of Chapter 58 of the Public Acts of 1911, which act made the supervision of the public records of our state a part of the work of the State Library.

Under the authority of this act Mr. Lucius B. Barbour was appointed Examiner of Public Records June 15th, 1911, and entered upon his duties July 5th following, the oath of office having been administered by His Excellency the Governor.

Having for many years been deeply interested in public records he has been able to make the following report upon the condition of the records, vaults and safes in the offices of the several Town Clerks and Judges of Probate throughout the state, as he has personally visited and inspected each office since he assumed the duties of Examiner of Public Records.

In Mr. Barbour the state has an interested and efficient official and public officials throughout the state have an intelligent and sympathetic adviser.

Respectfully submitted,

A handwritten signature in dark ink, reading "Geo. S. Godard". The signature is written in a cursive style with a large, prominent "G" and a long, sweeping underline.

State Librarian.

AN ACT CONCERNING THE APPOINTMENT AND DUTIES OF AN EXAMINER
OF PUBLIC RECORDS

Be it Enacted by the Senate and House of Representatives in General Assembly convened:

SECTION 1. The state librarian shall, with the approval of the state library committee, on or before the first day of July, 1911, appoint an assistant to such librarian, which assistant shall be an examiner of public records. Said assistant may be removed by said state librarian at any time and his successor appointed in like manner.

SEC. 2. Said assistant, as such examiner of public records, shall cause such action to be taken by the persons having the care and custody of public records as may be necessary to put said records in the custody and condition required by the laws relating to such records and to secure their safety and preservation, and shall submit a biennial report to the state librarian.

SEC. 3. The annual salary of said assistant shall be one thousand dollars, with an allowance of not to exceed one thousand dollars, annually, for necessary expenses, to be paid by the state on presentation of vouchers approved by the state librarian.

SEC. 4. This act shall take effect from its passage.

Approved, May 18, 1911.

—Chapter 58 of the Public Acts of 1911.

STATE OF CONNECTICUT

EXAMINER OF PUBLIC RECORDS

STATE LIBRARY

HARTFORD, January 1, 1913.

To

George S. Godard, State Librarian,
State Library, Hartford, Conn.

In accordance with Section 2, Chapter 58 of the Public Acts of 1911, the Law creating the office of Examiner of Public Records, I herewith make my report, the first report of the Examiner of Public Records, being the seventh report on the Public Records of the State of Connecticut.

PREVIOUS REPORTS

The reports from 1889-1908 to the General Assembly have dealt with different phases of general conditions and may be characterized as follows:

Report	Date	Made by	Subject
1st	1889	Secretary of State and State Librarian	Court Records
2nd	1900	Commission of Public Records	General Conditions
3rd	1902	Commission of Public Records	General Conditions
4th	1904	Temporary Examiner of Public Records	Town and Probate Records
5th	1906	Temporary Examiner of Public Records	Church Records
6th	1908	Temporary Examiner of Public Records	General Conditions

OUTLINE OF WORK ACCOMPLISHED

Due to the fact that the records of the Towns and Probate Districts are in more or less constant use by searchers of land titles and of facts of historical or genealogical interest, and referred to more frequently than any other series of records, it has seemed best to devote my first attention to conditions in these offices. As an appendix to this report I present a description of

the general conditions in these offices as regards the method of housing the records, mentioning the condition of the volumes only when they are not in satisfactory order. I have been able to visit every Town Clerk's Office and Probate Court in the State since my appointment in July, 1911, hence this description is of conditions as existing at practically the same time or within a period of less than eighteen months.

That good results have come about from the examination of records is abundantly proved by the fact that the recommendations of former Temporary Examiner of Public Records, Mr. C. R. Hathaway, have been heeded and evidences of his visits and suggestions are noticeable in most of the offices.

TOWN EMBARRASSMENT

The chief difficulty encountered in effecting perfect results and conditions throughout the State is the financial one. The purchase of a suitable safe, or erection of a vault entails considerable expense as does the repairs of early volumes which have reached the stage where anything but full restoration is inadvisable. This operation is costly but essential at times and each year the repairs are postponed the work of restoration is more difficult and consequently more costly. This fact is beginning to be realized and many offices are caring for books in need of repairs on their own initiative.

MINIMUM SALARY FOR TOWN CLERKS

As has previously been brought to the attention of the General Assembly, I wish to bring to your attention the advisability of a minimum salary for Town Clerks. It will be readily seen that in the smaller towns the revenue to the recorder is necessarily small when it is regulated on a fee basis and to insure the town of the services of a valuable man some definite remuneration should be named. In most of the smaller towns it is quite impossible for the Town Clerk to devote his entire time to his office though it might be necessary.

LOOSE LEAF RECORD BOOKS

The question of the use of loose leaf record books has been asked me in several towns and it is a difficult one to answer.

Theoretically I believe that a loose leaf volume for permanent records is wrong. Many of the larger and some of the smaller offices have adopted the system and I have not found any case where the results have been unsatisfactory. I find in the use of these that unless a special paper is ordered a paper of a grade below the best is usually furnished. The very highest class paper is none too good for our records and I urge the use of a standard mill brand paper with dated watermark. This increases the cost of the book but the difference in price is not so great as the difference in the quality of the paper. In one office where the loose leaf system has been used as long as any, two volumes of the same character of records and of the two different styles, sewn and loose leaf, were put in use simultaneously. In ten years' use there appears to be little difference in the condition of the two volumes. One argument in behalf of the loose leaf system is that when the binder or binding edge is worn the leaves may be sewn into a permanent book. It will be readily seen that to do this each leaf must be sewn separately, that is, the book must be "whip stitched." While this holds the leaves in place for a time, the method is unsatisfactory as the book is delicate and will not stand rough treatment. The sewing weakened in any one place will weaken the whole book and the book's back will be broken for good and all. It was attempted to overcome this difficulty in one office and a loose leaf volume was permanently sewn in signatures, that is, leaves one and four, were gummed together and folded and placed around leaves two and three of each signature which were similarly gummed, then the signatures were folded and correctly sewn. The weak feature of this is, of course, the gummed connection of the value of which several years hence we have no knowledge.

TYPEWRITER RIBBONS

With the adoption of loose leaf systems naturally the use of typewriter ribbons is more extensive. The greatest care should be used in the selection of these and only those inks and ribbons on the following list approved by the Secretary of State should be used:

INKS

Carter's Record Ink.
Sanford's Combined Writing and Copying Fluid.

Stafford's Blue-Black Office Ink,
 Sanford's Premium Writing Fluid,
 Carter's Writing Fluid,
 T. Davids Co.'s Blue-Black Ink for Records,
 Arnold's Chemical Writing Fluid.

The three first inks are heavy iron gallo-tannate inks containing a large amount of added color. These are all to be recommended for permanent records.

The last four are satisfactory for ordinary record purposes as they flow more readily and will be satisfactory for general office work.

TYPEWRITER RIBBONS

Underwood Record Ink Ribbon. (Formula 909.)
 "Remtico" Paragon Ribbon, Remington Black Record.
 (384.)
 "Remtico" Paragon Ribbon, Smith-Premier Black Record.
 Purple Copying. (384.)

The recommendation refers only to the Black Record portion.

Webster Star Brand Black Record Ribbon. (30807).
 Carter's Ideal Typewriter Ribbon, Remington Black Record. (8232-1 E. E.)
 Improved "Eureka" Ribbon, Black Record, Remington Typewriter.
 Premier Brand, Smith-Premier Typewriter Ribbon, Black Record.

The above ribbons, however, are not to be used for permanent records after they cease to give strong black impressions.

Of the lasting effects of the use of these ribbons we have nothing to go by except chemical analysis as compared with the old ink. The use of inks prescribed by the Secretary of State is general and in no case have I met with violation. Ignorance of the Secretary's specifications regarding the use of ribbons has been responsible for the use of some not on it but this matter is immediately corrected when brought to the recorder's attention.

The value of a good ribbon has been clearly demonstrated in comparison with one of inferior quality by exposing to the elements on the public sign-post duplicate notices for the same length of time. One experiment was made and a marked difference noted. The ribbon which was recommended on the list by the Secretary of State showed by far the better of the two. The ink signature, however, was almost entirely gone from both papers. These papers were exposed from October 17, 1911, until the last week of January, 1912.

RUBBER STAMPS AND INK PADS

In a few cases I have found in use on the record volumes ink pads and rubber stamps. The lasting quality of this ink is

not known and when applied it is not put into the fibre of the paper as in the case of a typewriter or pen. It is simply a surface coloring and I have recommended in every case that its use on record volumes be discontinued.

EFFECTS OF ACID INK

In not a few cases I have encountered record volumes, usually from 1765-1815, in which an ink was used of very acid composition. This has had such a marked decomposing effect on the paper that it has eaten holes in it and in some cases the whole center of a page finely written with this ink is about to fall out and only the margin of the leaf which forms a frame will remain. Some volumes have been found where this decomposition has just begun and is first showing at the bend in the leaf about one inch from the sewing. These books should have immediate attention to preserve what remains. The two worst cases that have come to my attention have been repaired permanently by use of the Silk or Emery Process which is described as follows:

THE SILK OR EMERY PROCESS

This process consists in preserving the leaf or documents between sheets of transparent silk. It cleans the paper and leaves the writing as clear as before. New margins of inlaid paper are formed around the edges, through which the book is trimmed. These margins protect the writing where the leaves wear away at the edges, and they also serve to make a stronger binding than can be obtained in the usual record book. It is practical and valuable. Practical because the original record is restored and preserved in a form stronger than the original volume, and valuable because you get this much-to-be desired result at a less expense than copying.

LEGAL BLANKS AND FORMS

Several custodians of Public Records are realizing that the present legal blanks or forms cannot be had on a suitable paper. The quality of paper usually found in these is not of the best and in one case the custodian has had forms printed for his use on the best quality of paper obtainable. It should be borne in mind that the papers "kept on file" are supposed to be permanent and the best paper we are able to procure today is not too good for any purpose or part of the Public Records.

SUITABLE RECORD BOOKS

The use of suitable books for record purposes seems to be general. Very few cases appear where an inferior book is used but a few offices have not been as careful regarding this. It is not always easy to impress the recorder with the fact that the book of Town Meetings or Dog Licenses is a "public record" and therefore should have the same care and be kept in as good a book as the Land or Vital Records. Only one instance have I met where the cheapest kind of a blank book has been used, and that for a short period only, in the series of land records.

CARE OF MAPS AND BALLOT BOXES

In answer to a letter regarding the care of Maps and Ballot Boxes, the following from the Attorney-General in response to my questions interprets the Statute regarding them.

Hartford, August 8, 1912.

LUCIUS B. BARBOUR, ESQ.,
Examiner of Public Records,
HARTFORD, CONN.

Dear Sir:—In your recent favor you say:

Two matters have come to my attention recently which are giving several town clerks and officials trouble concerning the interpretation of the statute if any, regarding them, viz.: the proper care of ballot boxes sealed for six months after election and the acceptance of blue prints as official maps. The question is brought up whether the sealed ballot boxes should be kept in a fireproof vault, which in many cases is impossible under the present arrangements, and whether or no the town clerk has the authority to accept a blue print as a legal map. I have been informed that the statutes require the acceptance by the Board of Selectmen before the town clerk is authorized to accept a map, but I have been unable to find the section covering it.

Any information and advice you can give me regarding these questions will be very much appreciated.

Section 1960 of the General Statutes requires every town to provide itself with a fireproof safe, vault, or building for the protection of its records against fire, and under Section 1854 it is made the duty of the town clerk to keep all town records in such places, except when the same shall be in actual use for the purpose of examination or entry. The word 'records,' as here used, means all written or printed books, papers, maps, plans, etc., pertaining to the titles of real estate, public business, and matters in general of which a public record is required to be made. Sealed ballot boxes are not records, therefore they need not be kept in a fireproof vault. The law simply requires the moderator of an electors' meeting to deposit them in the town clerk's office, and such clerk must carefully preserve them with seal unbroken for six months, after which time they may be destroyed. It goes without saying that town clerks will naturally avail themselves of every possible means of safety.

I am of the opinion that town clerks should not accept and record a

'blue print' in cases where the statutes permit 'maps' to be filed. When the legislature provided in Section 1853 for filing maps, when any person having an interest in land shall have caused it to be surveyed, and a map of the survey shall be made, and shall have appended thereto a certificate of the surveyor that it is substantially correct, it meant a map prepared in the usual way for a permanent record. The legislature later expressed in clear terms under Section 4054 of the General Statutes the kind of map that the owners of land might file with the town clerk, when they had caused it to be surveyed, plotted, and laid out into lots and projected highways. Such maps must be made on a good quality of white drawing paper, or on white drawing paper mounted on muslin, not more than thirty-seven inches long or twenty-five inches wide. This statute aids in finding the legislative meaning of the word 'map' in the earlier statute.

Respectfully submitted,

JOHN H. LIGHT,
Attorney-General.

DEPOSIT OF PROBATE FILES AND TOWN PAPERS

Under the authority granted in Chapter 175 of the Public Acts of 1909, the following Probate Districts have deposited their early files of estates, closed and not in current use, in the State Library:

Andover	Old Lyme
Bethany	Oxford
Bozrah	Pomfret
Brooklyn	Salem
Chaplin	Sherman
Colchester	Somers
East Lyme	Stafford
Farmington	Stonington
Hampton	Suffield
Marlborough	Tolland
New Hartford	Woodstock
New London	

In the case of each of these Districts I have issued to the Judge of Probate a temporary receipt to be supplemented by the official receipt of the State Librarian when the files are arranged and collated.

Several other Districts have signified their intention to take advantage of the provisions of this Act and their files will soon be received.

Town papers have been deposited consisting of Justice's Files, Tax Lists, etc., from the following towns:

Ashford	Marlborough
East Haddam	Oxford
Farmington	Wethersfield
Glastonbury	

PRIVATE RECORDS

It is well-known, nevertheless surprising, that much information not found in the Public Records of a community can be supplied from private sources like the Church or Society Records. It is the exceptional case where these records have any protection whatsoever and in view of this I recommend that the State through the State Library offer inducements to secure the records of ecclesiastical societies for permanent preservation and deposit. More and more of these each year have become lost or added to the lists already long "destroyed by fire."

GENERAL INDICES OF LAND RECORDS

The convenience of a general index of land records is well-known and in many of the towns is wanting. In every case where one does not exist I have recommended that one be compiled. It will be readily seen that this saves the volumes a great deal of unnecessary handling if necessary to refer to the individual indices and by use of a general index the volumes would last longer and much time would be saved to the users as well. I recommend that the compilation of a general index of land records for each series be ordered by statute.

COPIES OF RECORDS

The land Records of a few towns have been copied by title guarantee companies but they are not accessible to the general public. Vital Records of many towns have been copied by individuals in the hope that at some time they may be printed. In the preservation of records by transcription or printing very little has as yet been done by the State with those relating to the towns. It is hoped that the State may soon see its way to co-operate in this work. In 1909 the Connecticut Historical Society published the Vital Records of the towns of Bolton and Vernon and made this volume the first of a proposed series of printed records. This year the Society of Colonial Wars in the State of Connecticut will publish the Vital Records of Norwich which will form the second publication of this series. Other patriotic Societies have signified their willingness to print others but without direct aid from the State little can be accomplished.

Should a fund of not to exceed \$2,500 a year for the purchase of these volumes for exchange purposes be established much could be done in the line of preserving and making accessible records now rapidly becoming too fragile to safely handle. The State of Massachusetts appropriates annually \$15,000 for this purpose and its records have been very generally published and with accuracy. I recommend that some action similar to the one outlined above be taken by the State of Connecticut for the permanent preservation of the records of its towns.

CONCLUSION

It has been a source of much pleasure and gratification to have been received so courteously by the public officials throughout the towns and districts of the State. The willingness to improve local conditions is almost general and while there are many offices in which conditions are not perfect the first steps have been made in the right direction toward correcting them. Conditions vary in every locality and it would be unwise to prescribe by fixed statute a general method for correcting them as it would be impossible to make general recommendations for the individual case. The offices of officials in the smaller towns are constantly being moved and as long as this condition exists a general supervision of conditions is essential and is appreciated.

Respectfully submitted,



Lewis B. Garbon
Examiner of Public Records.

APPENDIX
TO THE
REPORT OF THE EXAMINER OF PUBLIC RECORDS.

Detailed Report of General Conditions in Town and Probate Offices with
Date of Official Visit in Brackets

Andover, Incorporated 1848. [Oct. 27, 1911.] The Town Records are kept in a safe in the general store, a large frame building. The safe is of old type, is not fireproof, and is entirely inadequate for the needs of the town. I have recommended that a new one be secured.

The Probate District of Andover, constituted 1851, includes the towns of Bolton and Columbia, and contains the records from 1789-1851. The Records are housed in a brick building in Andover built by the District for the purpose. The shelving is of wood. The files of the District have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Ansonia, Incorporated 1889. [Oct. 30, 1912.] The Town Records are kept in the Town Hall, a modern fireproof building, in a vault of good construction fitted entirely with steel.

In the same building are kept the Records of the Probate District of Derby, which includes Ansonia, constituted 1858, in a vault immediately over the town vault. This also is equipped with steel fittings and the files are well arranged.

Ashford, Named 1710. [Oct. 11, 1911.] A vault for the Town and Probate Records has been built according to specifications furnished by the Temporary Examiner of Public Records and is adequate for the needs of the Town. Several volumes of Land Records need repairs and rebinding. The early Vital Records have been restored and placed in good order.

The Probate Records of the District of Ashford, constituted 1830, are kept in this vault. I have recommended that the files be deposited in the State Library.

Avon, Incorporated 1830. [Nov. 1, 1911.] The Town Records are kept in a small safe in the general store, a frame building. The safe is old, not fireproof and inadequate in size. I have recommended the purchase of a new one.

The Probate Records of the District of Avon, constituted 1884, are kept in a modern safe in the Town Hall. I have recommended that the files be deposited in the State Library.

Barkhamsted, Incorporated 1779. [Nov. 16, 1911.] A new safe has been provided for the Town Records and is kept in a

frame dwelling. Several volumes have been rebound and repaired.

The Probate Records of the District of Barkhamsted, constituted 1834, contain the Records of New Hartford, 1825-1834, and are kept in a safe of heavy type in a frame dwelling. I have recommended that the files be deposited in the State Library.

Beacon Falls, Incorporated 1871. [Dec. 8, 1911.] The Town Records are kept in the vault of one of the manufacturing companies. This is well built but equipped with wooden fittings. A general index of Land Records is now being compiled. I have recommended that the Town provide a suitable fireproof place for their Records.

The Probate Records of Beacon Falls are in Naugatuck.

Berlin, Incorporated, 1785. [Nov. 21, 1911.] The Town Records are kept in the Town Hall, in a well built and ventilated vault equipped with steel fittings. The Records prior to 1850 are in New Britain.

The Probate Records of the District of Berlin are in New Britain.

Bethany, Incorporated 1832. [Nov. 16, 1912.] The Town Records are kept in a modern safe in a small frame building. One volume of Records has been repaired.

The Probate Records of the District of Bethany, constituted 1854, are kept in the town safe. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Bethel, Incorporated 1832. [Oct. 25, 1911.] The Town Records are kept in two large safes in the Town Hall. A vault in this building, which until recently contained the Records, is not damp-proof and I have recommended that its use be absolutely discontinued.

The Probate Records of the District of Bethel, constituted 1859, are kept in a modern safe in a frame office building. The files are well arranged and are kept in the town vault. I have recommended that they be deposited in the State Library.

Bethlehem, Incorporated 1787. [Dec. 7, 1911.] The Town Records are kept in a modern safe of large and heavy type in the Town Hall, a frame building. The volumes and inside walls of this safe showed dampness from no apparent cause. Conditions are under observation.

The Probate Records of Bethlehem are in Woodbury.

Bloomfield, Incorporated 1835. [Nov. 1, 1911.] The Town Records are kept in the Town Hall in a small vault equipped with

steel. Some papers relating to the office are kept in a safe which has outlived its usefulness as a protection against fire.

The Probate Records of Bloomfield are in Hartford.

Bolton, Incorporated 1720. [Oct. 27, 1911.] The Town Records are kept in a modern safe in a frame dwelling. The safe is in an exposed position and is rapidly deteriorating. Several volumes of early Records have been restored and repaired. The Vital Records have been printed.

The Probate Records of Bolton are in Andover.

Bozrah, Incorporated 1789. [July 19, 1912.] The Town Records are kept in a modern safe in frame dwelling. Several volumes have been rebound and repaired during the last year.

The Probate Records of the District of Bozrah, constituted 1843, are kept in a small safe in a frame dwelling. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Branford, Settled 1644. [Aug. 14, 1912.] The Town Records are kept in the Town Hall, a wooden building, in a vault equipped with metal fittings. Several volumes have been repaired within the past few years.

The Probate Records of the District of Branford, constituted 1850, are kept in the Town Vault and the files in a safe of questionable value in the same building. I have recommended that they be deposited in the State Library.

Bridgeport, Incorporated 1821. [Dec. 14, 1911.] The Town Records are kept in the Town Hall, a fireproof building, in a modern vault fitted with steel. The maps are not kept in the vault but on wooden shelves in the outside office.

The Probate District of Bridgeport, constituted 1840, includes Easton, Monroe, and Trumbull, and contains the Records of Stratford, 1782-1840, and of the extinct District of Easton which included Weston. The Probate Records are kept in the Town Hall in a vault fitted with steel. The files are well arranged.

Bridgewater, Incorporated 1855. [Oct. 29, 1912.] The Town Records are kept in a modern safe in a frame dwelling. A safe in the Town Hall, a small frame building, contains the Records not in current use and is of doubtful value.

The Probate Records of Bridgewater are in New Milford.

Bristol, Incorporated 1785. [Nov. 29, 1911.] The Town Records are kept in the Town Hall in a vault on the second floor and of doubtful value. Work is contemplated for reconstructing the building and procuring a new vault on the ground floor.

The Probate Records of the District of Bristol, constituted 1830, are kept in a vault, fitted with wood, on the second floor of

the Bank Building. I have recommended that the files be deposited in the State Library.

Brookfield, Incorporated 1788. [Oct. 29, 1912.] The Town Records are kept in the Town Hall in a vault with wood fittings. Several volumes are being repaired.

The Probate Records of the District of Brookfield, constituted 1850, are kept in the town vault. The files are in a wooden case and I have recommended that they be deposited in the State Library.

Brooklyn, Incorporated 1786. [Oct. 13, 1911.] The Town Records are kept on the second floor of the Town Hall, a large frame building, in a large, heavy type safe, the face flush with the wall, which was formerly used for the Records of Windham County.

The Probate Records of the District of Brooklyn, constituted 1833, are kept in a modern safe on the same floor of the Town Hall. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Burlington, Incorporated 1806. [Dec. 5, 1912.] A brick vault has been provided by the town for the Records. This is of good construction though the fittings are of wood.

The Probate Records of the District of Burlington, constituted 1834, are kept in the town vault. I have recommended that the files be deposited in the State Library.

Canaan, Incorporated 1739. [Dec. 1, 1911.] The Town Records are kept in a new vault with wood shelving in the Post Office Building, a large frame structure. Several volumes have been repaired and others require attention.

The Probate Records of the District of Canaan, constituted 1846, are in North Canaan.

Canterbury, Incorporated 1703. [Oct. 12, 1911.] The Town Records are kept in a useless safe in a small frame building. I have recommended that steps be taken at once for proper protection and believe that a vault should be built. Several volumes need immediate and extensive repairs.

The Probate Records of the District of Canterbury, constituted 1835, are kept in a heavy type safe in a frame dwelling and the files are being well arranged.

Canton, Incorporated 1806. [Nov. 16, 1911.] The Town Records are kept in a vault with wood shelving in the Town Hall. I have recommended that the fittings be replaced with steel and a system of ventilation installed.

The Probate Records of the District of Canton, constituted 1841, are kept in a large, heavy type safe in the same building.

I have recommended that the files be deposited in the State Library.

Chaplin, Incorporated 1822. [Oct. 13, 1911.] The Town Records are kept in a modern safe on wood supports in the general store.

The Probate Records of the District of Chaplin, constituted 1850, are kept in a safe provided during the last year in a small frame dwelling. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Chatham, Incorporated 1767. [Nov. 9, 1911.] The Town Records are kept in two safes in a large frame building. They are entirely inadequate for the needs of the Town and I have recommended the erection of a vault.

The Probate Records of the District of Chatham, constituted 1824, are in Portland.

Cheshire, Incorporated 1780. [Dec. 6, 1911.] The Town Records are kept in a vault with wood shelving in the Town Hall, a brick building. I have recommended that steel fittings be installed.

The Probate Records of the District of Cheshire, constituted 1829, which includes Prospect, are kept in the town vault. I have recommended that the files be deposited in the State Library.

Chester, Incorporated 1836. [July 25, 1912.] The Town Records are kept in a modern safe in a frame building. It is supported on a concrete foundation.

The Probate Records of Chester are in Saybrook.

Clinton, Incorporated 1838. [Sept. 20, 1912.] The Town Records are kept in a modern safe in a small frame building. It is inadequate for the needs of the town.

The Probate Records of the District of Clinton, constituted 1862, are in the Town Safe. I have recommended that the files be deposited in the State Library.

Colchester, Named 1699. [July 19, 1912.] The Town Records are kept in a large, heavy type safe in a brick building. Some volumes are badly in need of repairs and additional safe capacity is needed. The first volume of records has been printed.

The Probate Records of the District of Colchester, constituted 1832, which contain the Records of East Haddam, 1741-1832, are kept in a large heavy safe in a frame building. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Colebrook, Named May 1732, Incorporated 1779. [Dec. 1, 1911.] The Town Records are kept in two safes in the general

store, a frame building. One of these has within the year been exchanged for one of larger capacity. Two volumes have been repaired.

The Probate Records of Colebrook are in Winchester.

Columbia, Incorporated 1804. [Nov. 4, 1911.] The Town Records are kept in a safe in a frame dwelling. The safe is old and inadequate in size for the Town's needs and I have recommended that a vault be erected.

The Probate Records of Columbia are in Andover.

Cornwall, Incorporated 1740. [Oct. 20, 1911.] The Town Records are kept in a vault on the second floor of the Library, a stone building. It is fitted with steel but poorly ventilated. Several volumes need minor repairs.

The Probate Records of the District of Cornwall, constituted 1847, are kept in a small, heavy type safe in a frame dwelling. The earlier records are in the town vault. I have recommended that the files be deposited in the State Library.

Coventry, Named 1711. [Oct. 27, 1911.] The Town Records are kept in the town vault equipped with steel, located in a small brick building. Several volumes need extensive repairs. The Vital Records have been re-arranged and printed.

The Probate Records of the District of Coventry, constituted 1849, are kept in the town vault. The files are well arranged.

Cromwell, Incorporated 1851. [Nov. 21, 1911.] The Town Records are kept in the vault of the Savings Bank, a large frame building. It is fitted with wood shelving. Several volumes have had minor repairs during the past year.

The Probate Records of Cromwell are in Middletown.

Danbury, Named 1687. [Oct. 24, 1912.] The Town Records are kept in the Town Hall, a large stone building, in a vault equipped with steel fittings.

The Probate Records of the District of Danbury, which includes New Fairfield, constituted 1744, are kept in a similar vault in the Town Hall. The files are well arranged.

Darien, Incorporated 1820. [Oct. 23, 1912.] The older Town Records are kept in a small vault in a large frame building and the modern ones in a heavy type safe. The maps are not well cared for.

The Probate Records of Darien are in Stamford.

Derby, Named 1675. [Oct. 30, 1912.] The Town Records are kept in the theatre building in a small vault very inadequate for the Town's needs. It is fitted with steel and wood. I have recommended that the wood shelving be replaced with steel. Volumes are being repaired as they need it.

The Probate Records of the District of Derby, which includes Ansonia, are in Ansonia.

Durham, Incorporated 1708. [Nov. 27, 1912.] The Town Records are kept in a new vault equipped with steel in the Town Hall, a frame building. A few volumes need major repairs. The Vital Records have been printed.

The Probate Records of Durham are in Middletown.

Eastford, Incorporated 1847. [Oct. 10, 1911.] The Town Records are kept in a useless safe in a frame dwelling. The safe is also inadequate in size and I have recommended the purchase of a new one.

A modern safe has been provided for the Probate Records of the District of Eastford, constituted 1849. I have recommended that the files be deposited in the State Library.

East Granby, Incorporated 1858. [Nov. 14, 1911.] The Town Records are kept in a modern safe in the basement of a frame dwelling.

The Probate Records of the District of East Granby, constituted 1865, are kept in a similar safe in a frame dwelling. I have recommended that the files be deposited in the State Library.

East Haddam, Incorporated 1734. [Aug. 12, 1912.] The Town Records are kept in a heavy type safe in a small frame building. The safe is crowded and greater safe capacity will soon be needed.

The Probate Records of the District of East Haddam, constituted 1832, are kept in a modern safe in a large frame building. The files were destroyed by fire in 1906.

East Hartford, Incorporated 1783. [Dec. 4, 1912.] The Town Records are kept in a vault room in the Town Hall. This is fitted with steel and is fireproof.

The Probate Records of the District of East Hartford, constituted 1887, are kept in a safe in the town vault. The files are well arranged in a steel filing cabinet.

East Haven, Incorporated 1785. [July 26, 1912.] The Town Records are kept in two safes in the Town Hall, a large frame building. The oldest safe, which contains the oldest Records, is valueless as a protection against fire. The other one is modern and in good condition. The maps are entirely unprotected. I have recommended that a new safe or vault of sufficient size to care for all the Records be provided.

The Probate Records of East Haven are in New Haven.

East Lyme, Incorporated 1839. [July 8, 1912.] The Town Records are kept in two safes in a small frame building. The

maps are unprotected and I have recommended that they be mounted in a book.

The Probate Records of the District of East Lyme, constituted 1843, are kept in an old safe in a private house. I have recommended the purchase of a new safe. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Easton, Incorporated 1845. [Oct. 25, 1912.] The Town Records are kept in a modern safe in a frame dwelling. This was provided after the fire in the office of 1906. The acid action of ink on the paper in some of the volumes is being watched.

The Probate Records of Easton are in Bridgeport.

East Windsor, Incorporated 1768. [Oct. 25, 1911.] The Town Records are kept in a large heavy type safe in a frame dwelling. The acid action of ink appears in the first two volumes of Land Records. Extensive repairs have been made on Vol. I, and Vol. II will be restored this year.

The Probate Records of the District of East Windsor, which includes South Windsor, constituted 1782, are kept in two safes in a small frame building. Both are modern, one being installed during 1912 for housing the files which are not arranged in a modern method.

Ellington, Incorporated 1786. [Nov. 6, 1911.] A new and larger safe has been procured for the Town Records. This is located in a small frame building. Two volumes of the early Records have been repaired during 1912.

The Probate Records of the District of Ellington, which includes Vernon, are in Vernon.

Enfield, Named 1683. [Oct. 25, 1911.] The Town Records are kept in the Town Hall in a vault fitted with steel. Several volumes have been repaired during the past year and the work is to be continued during the present year. The Records have largely been printed.

The Probate Records of the District of Enfield, constituted 1831, are kept in a large, heavy type safe in the Town Hall. The files are kept in the town vault.

Essex, Incorporated 1854. [Sept. 13, 1912.] The Town Records are kept in two heavy type safes in a small frame building.

The Probate Records of the District of Essex, constituted 1859, are kept in a heavy type safe in the same building. The files are well arranged.

Fairfield, Named 1645. [June 24, 1912.] The Town Records are kept in the Town Hall, a frame building, in a vault, recently

enlarged, fitted with steel. The ventilation of this is faulty and the volumes show signs of dampness. Several of the early volumes have been repaired during 1912 and others will follow this year.

The Probate Records of the District of Fairfield, constituted 1666, are kept in the Town Vault. The early volumes are being restored. The files are well arranged.

Farmington, Incorporated 1645. [Nov. 1, 1911.] The Town Records are kept in a small brick building which is not fireproof. Plans for providing a proper place for the Records are under consideration. I have recommended that early action be taken. Several volumes need extensive repairs.

The Probate Records of the District of Farmington, constituted 1769, are kept in the same building excepting a few of the files which are in an old safe in a large frame building near by. The earlier files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Franklin, Incorporated 1786. [Sept. 18, 1912.] The Town Records are kept in a modern safe in a frame dwelling. Larger safe capacity will soon be needed.

The Probate Records of Franklin are in Norwich.

Glastonbury, Incorporated 1690. [Sept. 3, 1912.] The Town Records are kept in a large vault in a brick building. This is fitted with steel. I have recommended that outside metal shutters be provided for the windows on the north side of the building.

The Probate Records of Glastonbury are in Hartford.

Goshen, Incorporated 1739. [Oct. 20, 1911.] The Town Records are kept in a vault fitted with wood in a frame building. I have recommended that steel shelving and a modern vault door be provided.

The Probate Records of Goshen are in Torrington.

Granby, Incorporated 1786. [Nov. 1, 1911.] Additional safe capacity is needed to replace the older of two safes which are kept in a large frame building. Several volumes have been repaired during the past year.

The Probate Records of the District of Granby, constituted 1807, are kept in two modern safes in a frame building. I have recommended that the files be deposited in the State Library and that one of the safes be used for the Town Records.

Greenwich, Settled 1640. [Oct. 23, 1912.] The Town Records are kept in a room vault in the Town Hall. It is equipped with steel and is thoroughly modern and fireproof.

The Probate Records of the District of Greenwich, constituted 1853, are kept in a vault, equipped with steel, in the Town Hall. The files are well arranged.

Griswold, Incorporated 1815. [Dec. 30, 1912.] The Town Records are kept in the Town Hall, a large frame building, in a vault fitted with steel.

The Probate Records of Griswold are in Norwich.

Groton, Incorporated 1705. [July 8, 1912.] The Town Records are kept in the Town Hall in a vault fitted with steel. One volume has been repaired during the past year.

The Probate Records of the District of Groton, constituted 1839, are kept in a similar vault in the same building. The files are well arranged.

Guilford, Settled 1639. [Aug. 28, 1912.] The Town Records are kept in the Town Hall in a vault equipped with wood. I have recommended that metal fittings be installed. Of the earlier Records excellent copies have been made and indexed.

The Probate Records of the District of Guilford, which includes a part of North Branford, constituted 1719, are kept in the Town vault. I have recommended that the files be deposited in the State Library.

Haddam, Incorporated 1668. [Sept. 13, 1912.] The Town Records are kept in the Town Hall in a vault equipped with wood. Several of the early volumes have been repaired and others need it.

The Probate Records of the District of Haddam, constituted 1830, are kept in an adjoining vault similarly equipped. I have recommended that the files be deposited in the State Library.

Hamden, Incorporated 1786. [Dec. 20, 1911.] The Town Records are kept in the Town Hall in a vault equipped with steel. Three volumes have been repaired during the past year.

The Probate Records of Hamden are in New Haven.

Hampton, Incorporated 1786. [Oct. 27, 1911.] The Town Records are kept in a heavy type safe in a small frame building. It is not adequate for the needs of the town.

The Probate Records of the District of Hampton, constituted 1836, are kept in a modern safe in the same building. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Hartford, Settled 1635. [Dec. 26, 1912.] The Town Records are kept in steel cabinets in a building which is not fireproof. A new building is being constructed which is planned to properly house all Records of the Town, City, and Probate District. The first volume of Land Records has been printed.

The Probate Records of the District of Hartford, constituted 1666, which includes Bloomfield, Glastonbury, Newington, Rocky Hill, West Hartford, Wethersfield, and Windsor Locks, are kept

in steel cabinets on the second floor of this building. The files are well arranged.

The Vital Records are kept by the Board of Health in an office building in a second floor vault equipped with wood.

Hartland, Incorporated 1761. [Nov. 16, 1911.] The Town Records are kept in a heavy type safe of ancient design. It is not adequate for the needs of the town and I have recommended the purchase of a new one. Some of the early volumes have been repaired and others need it.

The Probate Records of the District of Hartland, constituted 1836, are kept in a modern safe in a frame dwelling. I have recommended that the files be deposited in the State Library.

Harwinton, Incorporated 1737. [Dec. 10, 1912.] The Town Records are kept in a heavy type safe in the Town Hall, a small frame building. Some volumes are kept at the residence of the Clerk in a small, heavy safe, and others are kept temporarily in the vault of the Town of Torrington. Plans are contemplated for the construction of a vault to house all of the Records.

The Probate Records of the District of Harwinton, constituted 1835, are kept in a heavy type safe in the Town Hall. The files are well arranged.

Hebron, Incorporated 1708. [Nov. 4, 1911.] The Town Records are kept in a new building erected for the purpose in a vault fitted with steel. Several of the early volumes need repairs.

The Probate Records of the District of Hebron, constituted 1789, are kept in a safe in the town vault. From 1789-1851 the Records are in Andover. I have recommended that the files be deposited in the State Library.

Huntington, Incorporated 1789. [Oct. 30, 1912.] The Town Records are kept in the Town Hall in a small vault equipped with steel. Two volumes have been repaired during the past year.

The Probate Records of the District of Huntington, constituted 1889, are kept in the town vault. The files are well arranged and are kept in a steel filing cabinet in a vault under the town vault.

Kent, Incorporated 1739. [Dec. 2, 1911.] The Town Records are kept in the Town Hall, a large frame building, in a vault poorly ventilated and equipped with wood fittings. The volumes are damp and in danger of serious injury if allowed to remain there. I have recommended that steps be taken to correct this condition.

The Probate Records of the District of Kent, constituted 1831, are kept in the town vault. I have recommended that the files be deposited in the State Library.

Killingly, Incorporated 1708. [Oct. 13, 1911.] The Town Records are kept in two modern safes in a store in the center of a large block. The volumes are being repaired as they need it.

The Probate Records of the District of Killingly, constituted 1830, are kept in a heavy type safe on the second floor of a large brick building. The files are kept in a vault of very doubtful value fitted with wood on the same floor. I recommend that the files be deposited in the State Library.

Killingworth, Named 1667. [Sept. 20, 1911.] The Town Records are kept in a heavy type safe of ancient design in a frame dwelling. It is not adequate for the needs of the town. Several volumes need extensive repairs.

The Probate Records of the District of Killingworth, constituted 1842, are kept in a modern safe in the same building. I have recommended that the files be deposited in the State Library.

Lebanon, Incorporated 1700. [Nov. 4, 1911.] The Town Records are kept in two safes, one of questionable value in a frame dwelling. More space is needed and several of the early volumes need extensive repairs. Excellent copies have been made of some of the Records.

The Probate Records of the District of Lebanon, constituted 1820, are kept in a heavy type safe in a frame dwelling. The files are kept in an older safe and I have recommended that they be deposited in the State Library.

Ledyard, Incorporated 1836. [July 8, 1912.] The Town Records are kept in a heavy type safe in a frame dwelling. It is not adequate and I recommend the purchase of an additional one.

The Probate Records of the District of Ledyard, constituted 1837, are kept in a modern safe in a frame dwelling. I recommend that the files be deposited in the State Library.

Lisbon, Incorporated 1786. [Dec. 30, 1912.] The Town Records are kept in a modern safe in a frame dwelling. I have recommended that the use of an older safe, which contains some of the Records, be discontinued.

The Probate Records of Lisbon are in Norwich.

Litchfield, Incorporated 1719. [Dec. 7, 1911.] The Town Records are kept in the Town Hall in a modern vault equipped with steel.

The Probate Records of the District of Litchfield, which includes Morris and Warren, constituted 1742, are kept in the town vault. The files are being arranged.

Lyme, Named 1667. [June 27, 1912.] The Town Records are kept in two safes, one of questionable value, in a frame dwelling. Several of the early volumes have been badly repaired and must be entirely restored to put them in a condition safe to handle.

The Probate Records of the District of Lyme, constituted 1869, are kept in the town safes. I have recommended that the files be deposited in the State Library.

Madison, Incorporated 1826. [Aug. 28, 1912.] The Town Records are kept in a small brick building in a vault equipped with wood. I have recommended that metal shelving be installed.

The Probate Records of the District of Madison, constituted 1834, are kept in a similar vault in the same building. The files are well arranged.

Manchester, Incorporated 1823. [Dec. 4, 1912.] The Town Records are kept in the Town Hall in a vault partly equipped with steel. I have recommended that all of the wood shelving be removed and the entire vault be equipped with metal.

The Probate Records of the District of Manchester, constituted 1850, are kept in a similar vault in the same building. The files are well arranged.

Mansfield, Incorporated 1702. [Oct. 27, 1911.] The Town Records are kept in two heavy, type safes in a frame dwelling. Several volumes have been repaired during the last few years. Others need extensive repairs. The Vital Records have been re-arranged and printed.

The Probate Records of the District of Mansfield, constituted 1831, are kept in two safes, one of doubtful value, in frame dwellings. I have recommended that the files be deposited in the State Library.

Marlborough, Incorporated 1803. [Nov. 9, 1911.] The Town Records are kept in a modern safe in a large frame dwelling. Several volumes have been repaired during the year.

The Probate Records of the District of Marlborough, constituted 1846, are kept in a small modern safe in the same building. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Meriden, Incorporated 1806. [Nov. 21, 1911.] The Town Records are kept in the Town Hall in a large two story modern vault equipped with steel.

The Probate Records of the District of Meriden, constituted 1836, are kept in a modern vault in the same building. The files are well arranged.

Middlebury, Incorporated 1807. [Dec. 14, 1911.] The Town Records are kept in the Town Hall, a frame building, in a vault equipped with wood. I have recommended that steel fittings be installed.

The Probate Records of Middlebury are in Waterbury.

Middlefield, Incorporated 1866. [Nov. 21, 1911.] The Town Records are kept in a heavy type safe in the Town Hall, a large frame building.

The Probate Records of Middlefield are in Middletown.

Middletown, Incorporated 1651. [July 10, 1912.] The Town Records are kept in the Town and City Hall in a modern vault equipped with steel.

The Probate Records of the District of Middletown, constituted 1752, which includes Cromwell, Durham, and Middlefield, are kept in a similar vault on the second floor of the same building. The files are well arranged.

Milford, Settled 1639. [Oct. 25, 1912.] The Town Records are kept in the Town Hall, a large frame building, in a vault equipped with steel.

The Probate Records of the District of Milford, constituted 1832, are kept in the town vault. The files are well arranged.

Monroe, Incorporated 1823. [Dec. 14, 1911.] The Town Records are kept in a new vault built of concrete in the rear of the Town Hall, a frame building. The ventilation of this is faulty and the books are damp. A brief visit a year later in December, 1912, showed improved conditions and further changes in the ventilating system are being made.

The Probate Records of Monroe are in Bridgeport.

Montville, Incorporated 1786. [June 27, 1911.] The Town Records are kept in a heavy type safe in a small frame building. A modern safe has recently been added.

The Probate Records of the District of Montville, constituted 1851, are kept in the town safes. I have recommended that the files be deposited in the State Library.

Morris, Incorporated 1859. [Dec. 7, 1911.] The Town Records are kept in a valueless safe in the Town Hall, a frame building. I have recommended that a new safe be secured, or a vault constructed.

The Probate Records of Morris are in Litchfield.

Naugatuck, Incorporated 1844. [Dec. 6, 1911.] The Town Records are kept in the Town Hall in a modern vault equipped with steel.

The Probate Records of the District of Naugatuck, constituted 1863, which includes Beacon Falls, are kept in the town vault. The files are well arranged.

New Britain, Incorporated 1850. [Dec. 10, 1912.] The Town Records, which include the Records of Berlin prior to 1850, are kept in a modern vault equipped with steel in a building adjacent to the Town Hall.

The Probate Records of the District of Berlin, which include New Britain, constituted 1824, are kept in a similar vault immediately below it. The files are well arranged.

New Canaan, Incorporated 1801. [Oct. 24, 1912.] The Town Records are kept in the Town Hall, a brick building, in a modern vault equipped with steel.

The Probate Records of New Canaan are in Norwalk.

New Fairfield, Incorporated 1740. [Oct. 24, 1912.] The Town Records are kept in a heavy type safe of doubtful value in a small frame building. A vault in this building, equipped with wood, appears not to be used for the Records. Records prior to 1868 were destroyed by fire. One of the volumes is of inferior quality and I have recommended that a new one be procured and the few entries transcribed.

The Probate Records of New Fairfield are in Danbury.

New Hartford, Incorporated 1738. [Nov. 16, 1911.] The Town Records are kept in the Town Hall in an unventilated vault equipped with wood. During the past year a modern vault door has been installed and one volume of Records repaired.

The Probate Records of the District of New Hartford, constituted 1825, are kept in the town vault. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

New Haven, Settled 1638. [Oct. 30, 1912.] The Land Records are kept in the City Hall in a modern vault equipped with steel.

The Vital Records are kept in two heavy type safes on the second floor of this building. The original returns are kept in wooden cabinets. A vault in the basement of the building is provided but is exceedingly inaccessible. I have recommended that suitable protection be provided for the Records of this office.

The Probate Records of the District of New Haven, constituted 1666, which include East Haven, Hamden, North Haven, Orange, Seymour, and Woodbridge, are kept in a vault similar to the town vault and immediately below it. The files are well arranged.

Newington, Incorporated 1871. [Dec. 10, 1912.] The Town Records are kept in a modern safe in a frame dwelling. Maps are filed in the Land Records.

The Probate Records of Newington are in Hartford.

New London, Settled 1646. [April 24, 1912.] Extensive repairs in the Town Hall are now in progress which will include the installation of new vaults. The Town Records are temporarily kept in a vault erected for the purpose in the County Court building.

The situation regarding the Probate Records of the District of New London, constituted 1666, which includes Waterford, is similar. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

New Milford, Incorporated 1712. [Dec. 2, 1911.] The Town Records are kept in the Town Hall in a vault fitted with wood. I have recommended that metal shelving be installed.

The Probate Records of the District of New Milford, constituted 1787, which includes Bridgewater, are kept in a similar vault in the Town Hall. I have recommended that the files be deposited in the State Library.

Newtown, Incorporated 1711. [Oct. 29, 1912.] The Town Records are kept in the Town Hall in a vault fitted with wood. Several of the early volumes need extensive repairs and I have recommended that these be made at an early date.

The Probate Records of the District of Newtown, constituted 1820, are kept in a similar vault in the same building. The files are well arranged.

Norfolk, Incorporated 1758. [Dec. 1, 1911.] The Town Records are kept in the vault of the Savings Bank. They are well indexed. A few volumes need minor repairs.

The Probate Records of the District of Norfolk, constituted 1779, are kept in the Savings Bank vault. I have recommended that the files be deposited in the State Library.

North Branford, Incorporated 1831. [Aug. 27, 1912.] The Town Records are kept in a heavy, old type safe of doubtful value built in the wall of a frame dwelling. It is inadequate in size.

The Probate Records of North Branford are in Guilford and Wallingford.

North Canaan, Incorporated 1858. [Dec. 1, 1911.] The Town Records are kept in the Town Hall in a vault fitted with wood. A few volumes need rebinding.

The Probate Records of the District of Canaan, constituted 1846, which includes North Canaan, are kept in this vault. I recommend that the files be deposited in the State Library.

North Haven, Incorporated 1786. [Aug. 27, 1912.] The Town Records are kept in the Town Hall in a vault fitted with wood. I have recommended that steel be installed and that a few volumes be rebound.

The Probate Records of North Haven are in New Haven.

North Stonington, Incorporated 1807. [Aug. 9, 1912.] The Town Records are kept in a modern safe on the second floor of the Town Hall, a frame building.

The Probate Records of the District of North Stonington, constituted 1835, are kept in a similar safe on the same floor. I have recommended that the files be deposited in the State Library.

Norwalk, Incorporated 1651. [Oct. 23, 1912.] The Town Records are kept in a vault fitted with steel on the second floor of a brick building situated in the center of a large block of buildings. I have recommended that certain volumes be given extensive repairs.

The Probate Records of the District of Norwalk, constituted 1802, which includes New Canaan and Wilton, are kept in a vault fitted with steel on the second floor of a modern brick building. The files are well arranged.

Norwich, Settled 1660. [May 3, 1912.] The Town Records are kept in the City and County Building in a modern vault fitted with steel. The Vital Records have been printed.

The Probate Records of the District of Norwich, constituted 1748, which includes Franklin, Griswold, Lisbon, Preston, Sprague, and Voluntown are kept in a similar vault in the same building. I have recommended that the early files be deposited in the State Library.

Old Lyme, Incorporated 1855. [July 8, 1912.] The Town Records are kept in a heavy safe, inadequate in size, in a frame dwelling. I have recommended that a new safe be secured.

The Probate Records of the District of Old Lyme, constituted 1868, are kept in a heavy type safe in a large frame building. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Old Saybrook, Incorporated 1852. [Sept. 19, 1912.] The Town Records are kept in three safes in a frame dwelling. The town has provided a vault in the new Town Hall and I have recommended that certain of the Records be kept there.

The Probate Records of the District of Old Saybrook, constituted 1853, are kept in a modern safe in a frame dwelling with some of the later files, the earlier ones are kept in a vault in the Town Hall. They are well arranged.

Orange, Incorporated 1822. [Nov. 27, 1912.] The Town Records are kept in the Town Hall in a modern vault fitted with steel.

The Probate Records of Orange are in New Haven.

Oxford, Incorporated 1798. [Dec. 20, 1911.] The Town Records are kept in a modern safe in a small frame building. Two volumes have been repaired during the past year.

The Probate Records of the District of Oxford, constituted 1846, are kept in an old type safe in the same building. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Plainfield, Incorporated 1699. [Oct. 12, 1911.] The Town Records are kept in a vault fitted with steel in the basement of the Town Hall. Several volumes need extensive repairs.

The Probate Records of the District of Plainfield, constituted 1747, are kept in the town vault. The files are kept in another vault of doubtful value in the same building. I recommend that they be deposited in the State Library.

Plainville, Incorporated 1869. [Dec. 6, 1911.] The Town Records are kept in a modern vault fitted with steel on the second floor of the Town Hall.

The Probate Records of the District of Plainville, constituted 1909, are kept in the town vault.

Plymouth, Incorporated 1795. [Nov. 29, 1911.] The Town Records are kept in the Town Hall, a frame building, in a vault fitted with steel. This is entirely modern with the exception of the door.

The Probate Records of the District of Plymouth, constituted 1833, are kept in a similar vault in the same building. I have recommended that the files be deposited in the State Library.

Pomfret, Named 1713. [Oct. 13, 1911.] The Town Records are kept in two heavy type safes in a large frame dwelling. These are inadequate in size and I have recommended that larger accommodations be provided. Several volumes have been repaired during the past few years.

The Probate Records of the District of Pomfret, constituted 1752, are kept in a heavy type safe in a small frame building. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Portland, Incorporated 1841. [Sept. 26, 1911.] The Town Records are kept in the Town Hall, a stone building, in a modern vault fitted with steel.

The Probate Records of the District of Chatham, constituted 1824, which includes Portland, are kept in a similar vault in the same building. The files are well arranged.

Preston, Named 1687. [Dec. 30, 1912.] The Town Records are kept in two heavy type safes in a large frame building. They are inadequate in size and I have recommended the purchase of an additional safe.

The Probate Records of Preston are in Norwich.

Prospect, Incorporated 1827. [Dec. 6, 1911.] The Town Records are kept in a modern safe in a frame dwelling.

The Probate Records of Prospect are in Cheshire.

Putnam, Incorporated 1855. [Oct. 13, 1911.] The Town Records are kept in two safes inadequate in size, one of doubtful value, in a frame building in the center of a large block of houses. I have recommended that new quarters be provided at an early date.

The Probate Records of the District of Putnam, constituted 1856, are kept in a heavy type safe in an office building. I have recommended that the files be deposited in the State Library.

Redding, Incorporated 1767. [Oct. 25, 1912.] The Town Records are kept in a vault fitted with wood in a frame building. One volume has been repaired during 1912.

The Probate Records of the District of Redding, constituted 1839, are kept in the town vault. I have recommended that the files be deposited in the State Library.

Ridgefield, Incorporated 1709. [Oct. 24, 1912.] The Town Records are in the Town Hall in a vault fitted with steel.

The Probate Records of the District of Ridgefield, constituted 1814, are kept in the town vault. The files are well arranged.

Rocky Hill, Incorporated 1843. [Aug. 28, 1912.] The Town Records are kept in two heavy type safes of ancient design in a frame dwelling. They are inadequate in size to properly care for the Records.

The Probate Records of Rocky Hill are in Hartford.

Roxbury, Incorporated 1796. [Oct. 29, 1912.] The Town Records are kept in the Town Hall, a frame building, in a small vault fitted with wood.

The Probate Records of the District of Roxbury, constituted 1842, are kept in a safe in a small frame building. I recommend that the files be deposited in the State Library.

Salem, Incorporated 1819. [June 27, 1912.] The Town Records are kept in a modern safe in a frame dwelling.

The Probate Records of the District of Salem, constituted 1841, are kept in a small safe in a frame dwelling. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Salisbury, Incorporated 1741. [Dec. 1, 1911.] The Town Records are kept in the Town Hall, a large frame building, in a vault fitted with wood. I have recommended that steel fittings be installed.

The Probate Records of the District of Salisbury, constituted 1847, are kept in the town vault. I have recommended that the files be deposited in the State Library.

Saybrook, Settled 1635. [Sept. 5, 1912.] The Town Records are kept in a brick building in a vault equipped with wood. I have recommended that steel shelving be installed.

The Probate Records of the District of Saybrook, constituted 1780, which includes Chester, are kept in the town vault. I have recommended that the files be deposited in the State Library.

Scotland, Incorporated 1857. [Oct. 28, 1911.] The Town Records are kept in a modern safe in the general store.

The Probate Records of Scotland are in Windham.

Seymour, Incorporated 1850. [Oct. 30, 1912.] The Town Records are kept in the Town Hall, a frame building, in a heavy type safe of doubtful value. I have recommended that other means be procured for their protection. In the same building is a small vault fitted with wood.

The Probate Records of Seymour are in New Haven.

Sharon, Incorporated 1739. [Oct. 20, 1911.] The Town Records are kept in the Town Hall, a brick building, in a vault equipped with wood. I have recommended that steel fittings be installed and that a general index of Land Records be compiled. The Vital Records have been rearranged and printed.

The Probate Records of the District of Sharon, constituted 1755, are kept in the town vault. Four volumes have been repaired during the past year. The files are well arranged.

Sherman, Incorporated 1802. [Dec. 2, 1911.] The Town Records are kept in a worthless safe in a large frame building. I have recommended that a modern safe of adequate size be provided.

The Probate Records of the District of Sherman, constituted 1846, are kept in a heavy type safe in a frame building. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Simsbury, Named 1670. [Nov. 1, 1911.] The Town Records are kept in a small brick building in a vault fitted with steel. Several volumes have been repaired during the past year. The Vital Records have been printed.

The Probate Records of the District of Simsbury, constituted 1769, are kept in the town vault. I have recommended that the files be deposited in the State Library.

Somers, Incorporated 1734. [Nov. 6, 1911.] The Town Records are kept in two heavy type safes in a frame addition to a brick dwelling. An additional safe will shortly be required.

The Probate Records of the District of Somers, constituted 1834, are kept in the town safes. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Southbury, Incorporated 1787. [Dec. 14, 1911.] The Town Records are kept in a safe in the Town Hall. A new vault has been constructed but as yet is worthless on account of dampness. All volumes placed in it show mould. I have suggested additional ventilation which I believe will correct the trouble. One volume has been repaired during 1912.

The Probate Records of Southbury are in Woodbury.

Southington, Incorporated 1779. [Dec. 6, 1911.] The Town Records are kept in the town vault which is modern and equipped with steel. Volumes are being repaired as they require it.

The Probate Records of the District of Southington, constituted 1825, are kept in a large heavy type safe in the same building. The files are in steel cabinets but otherwise unprotected and I have recommended that they be deposited in the State Library.

South Windsor, Incorporated 1845. [Oct. 25, 1911.] The Town Records are kept in two safes in a small brick building. These are inadequate in size and I have recommended the purchase of a new one.

The Probate Records of South Windsor are in East Windsor.

Sprague, Incorporated 1861. [Oct. 28, 1911.] The Town Records are kept in a safe inadequate in size in a brick building. A new Town Hall is in process of construction but I understand the vault which I have recommended is not being provided.

The Probate Records of Sprague are in Norwich.

Stafford, Settled 1719. [Oct. 14, 1911.] The Town Records are kept on the second floor of the Bank Building in a small vault and in a large, heavy type safe. I have recommended that additional fireproof accommodations be secured.

The Probate Records of the District of Stafford, constituted 1759, which includes Union, are kept with the Town Records. The early files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Stamford, Settled 1640. [Oct. 23, 1912.] The Town Records are kept in the Town Hall in a modern vault fitted throughout with steel.

The Probate Records of the District of Stamford, which includes Darien, constituted 1728, are kept in a similar vault immediately over it. The files are well arranged.

Sterling, Incorporated 1794. [Oct. 12, 1911.] The Town Records are kept in two crowded safes of doubtful value in a frame building. I have recommended the purchase of a new one.

The Probate Records of the District of Sterling, constituted 1852, are kept in a small heavy type safe in a frame dwelling. I have recommended that the files be deposited in the State Library.

Stonington, Incorporated 1658. [Aug. 9, 1912.] The Town Records are kept in three heavy type safes in a small frame building. Several of the early volumes have been lately repaired.

The Probate Records of the District of Stonington, constituted 1766, are kept in the town safes. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Stratford, Settled 1639. [Oct. 25, 1912.] The Town Records are kept in the Town Hall in a vault fitted with steel. Several volumes have been repaired and rebound during the past year.

The Probate Records of the District of Stratford, constituted 1782, are kept in the town vault. The files are well arranged. The Records prior to 1840 are in Bridgeport.

Suffield, Incorporated 1674. [Nov. 14, 1911.] The Town Records are kept in the Town Hall in a vault fitted with steel. One volume has been repaired during the past year.

The Probate Records of the District of Suffield, constituted 1821, are kept in the town vault. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Thomaston, Incorporated 1875. [Nov. 29, 1911.] The Town Records are kept in the Town Hall in a modern vault equipped with steel.

The Probate Records of the District of Thomaston, constituted 1882, are kept in the town vault. The files are well arranged.

Thompson, Incorporated 1785. [Oct. 11, 1911.] The Town Records are kept in two modern safes in a frame building.

The Probate Records of the District of Thompson, constituted 1832, are kept in a modern safe in a small stone building. I have recommended that the files be deposited in the State Library.

Tolland, Named 1715. [Oct. 10, 1911.] The Town Records are kept in the vault of the Savings Bank. A vault in the Town

Hall equipped with wood contains some of the Records. Several volumes have been repaired recently.

The Probate Records of the District of Tolland, constituted 1830, which includes Willington, are kept in a stone vault equipped with wood. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Torrington, Incorporated 1740. [Aug. 22, 1912.] The Town Records are kept in the Town Hall in a modern vault equipped with steel.

The Probate Records of the District of Torrington, constituted 1847, which includes Goshen, are kept in a similar vault. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

Trumbull, Incorporated 1797. [Dec. 14, 1911.] The Town Records are kept in a heavy type safe in a frame dwelling. The town has a vault in the Town Hall which contains part of the Records.

The Probate Records of Trumbull are in Bridgeport.

Union, Incorporated 1734. [Oct. 11, 1911.] The Town Records are kept in two heavy type safes in a frame dwelling. Several of the early volumes need extensive repairs.

The Probate Records of Union are in Stafford.

Vernon, Incorporated 1808. [April 20, 1912.] The Town Records are kept in the Town Hall in a vault equipped with steel. The Vital Records have been printed.

The Probate Records of the District of Ellington, constituted 1826, which includes Vernon, are kept in the same building in a similar vault. The files are well arranged.

Voluntown, Named 1708. [Dec. 30, 1912.] The Town Records are kept in a modern safe in a frame dwelling. The safe is inadequate in size and greater accommodations are needed.

The Probate Records of Voluntown are in Norwich.

Wallingford, Named May 1670. [Dec. 20, 1911.] The Town Records are kept in the Town Hall in a modern vault fitted with steel. Several volumes have been repaired during the past year.

The Probate Records of the District of Wallingford, constituted 1776, are kept in the town vault. The files are well arranged.

Warren, Incorporated 1786. [Dec. 7, 1911.] The Town Records are kept in a modern safe in a frame dwelling. One volume has been rebound during the past year.

The Probate Records of Warren are in Litchfield.

Washington, Incorporated 1779. [Dec. 7, 1911.] The Town Records are in the Town Hall in a vault fitted with steel. The first volume of Vital Records needs extensive and immediate repairs.

The Probate Records of the District of Washington, constituted 1832, are kept in a similar vault in the same building. The files are well arranged.

Waterbury, Named May 1686. [Dec. 6, 1911.] Fire has since destroyed the remodeled Town Hall but the Records are kept in the vault which was slightly damaged and the office is in temporary quarters. None of the town volumes were seriously damaged.

The Probate Records of the District of Waterbury, which includes Middlebury and Wolcott, constituted 1779, are kept in a modern vault fitted with steel in the Court House. The files are well arranged.

Waterford, Incorporated 1801. [July 8, 1912.] The Town Records are kept in two safes of heavy type in a frame dwelling. A few volumes need minor repairs.

The Probate Records of Waterford are in New London.

Watertown, Incorporated 1780. [Dec. 7, 1911.] The Town Records are kept in the Town Hall in a vault fitted with steel. I have recommended that a general index of Land Records be compiled.

The Probate Records of the District of Watertown, constituted 1834, are kept in the town vault. The later volumes and current files are kept in a safe of doubtful value in the same building. I have recommended that the files be deposited in the State Library.

Westbrook, Incorporated 1840. [Aug. 27, 1912.] The Town Records are kept in a safe of ancient design in a frame building. It is entirely inadequate in size. A vault has been built by the town in the Public Library but has not as yet proven satisfactory. I have advised immediate attention be given to conditions.

The Probate Records of the District of Westbrook, constituted 1854, are entirely unprotected and I have recommended the purchase of a safe for their use and that the files be deposited in the State Library.

West Hartford, Incorporated 1854. [Nov. 1, 1911.] The Town Records are kept in the Town Hall in a vault fitted with a modern steel equipment.

The Probate Records of West Hartford are in Hartford.

Weston, Incorporated 1787. [Oct. 25, 1912.] The Town Records are kept in two safes in a frame dwelling. Two volumes have been rebound during the past year.

The Probate Records of Weston are in Bridgeport and Westport.

Westport, Incorporated 1835. [Oct. 23, 1912.] The Town Records are kept in the Town Hall in a vault fitted with steel. I have recommended that a general index of Land Records be compiled.

Probate Records of the District of Westport, constituted 1835, which includes Weston, are kept in a similar vault in the same building. The files are well arranged.

Wethersfield, Settled 1635. [June 22, 1912.] The Town Records are kept in the Town Hall in a small vault fitted with steel. Town papers not kept in the vault have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909. One volume needs extensive repairs. The Probate Records of Wethersfield are in Hartford.

Willington, Incorporated 1727. [Oct. 10, 1911.] The Town Records are kept in two safes in an addition to a frame dwelling. Several volumes need extensive repairs which now are being made.

The Probate Records of Willington are in Tolland.

Wilton, Incorporated 1802. [Oct. 24, 1912.] The Town Records are kept in two safes in a frame dwelling. One is modern and one is of heavy but ancient design.

The Probate Records of Wilton are in Norwalk.

Winchester, Named 1733, Incorporated 1771. [Aug. 22, 1912.] The Town Records are kept in the Town Hall in a small vault fitted with steel. The vault is inadequate in size.

The Probate Records of the District of Winchester, constituted 1838, which includes Colebrook, are kept in a similar vault in the same building. The files are well arranged and there is a general index to the volumes.

Windham, Incorporated 1692. [Feb. 13, 1912.] The Town Records are kept in the Town and County Building in a vault fitted with steel. Volumes are being repaired as they require it.

The Probate Records of the District of Windham, constituted 1719, which includes Scotland, are kept in a similar vault in the same building. The files are arranged chronologically.

Windsor, Settled 1637. [Nov. 14, 1911.] The Town Records are kept in the Town Hall in a modern vault fitted with steel. Some papers are kept in another vault and these I have

recommended be deposited in the State Library. Some of the early records have had major repairs.

The Probate Records of the District of Windsor, constituted 1855, are kept in the town vault. The current volumes and files are kept in a safe in the same building. The files are well arranged.

Windsor Locks, Incorporated 1854. [Oct. 25, 1911.] The Town Records are kept in a dry-goods store in two safes. They are inadequate in size and I have recommended that a vault be constructed for the care of the Records.

The Probate Records of Windsor Locks are in Hartford.

Wolcott, Incorporated 1796. [Nov. 29, 1911.] The Town Records are kept in a heavy type safe in a frame dwelling. Some papers not in current use have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

The Probate Records of Wolcott are in Waterbury.

Woodbridge, Incorporated 1784. [Dec. 20, 1911.] The Town Records are kept in a modern safe in a frame dwelling. Volumes are rebound as it becomes necessary.

The Probate Records of Woodbridge are in New Haven.

Woodbury, Named 1674. [Oct. 29, 1912.] The Town Records are kept in a small brick building in a vault fitted with wood. Volumes are being repaired as they require it.

The Probate Records of the District of Woodbury, constituted 1719, which includes Bethlehem and Southbury, are kept under similar conditions. I have recommended that the files be deposited in the State Library.

Woodstock, Incorporated 1690. [Oct. 11, 1911.] The Town Records are kept in two heavy type safes of ancient design which stand in a frame building surrounded by other large frame structures. The Selectmen have been authorized by Special Town Meeting to add safes as they are required. I have recommended that a vault be built for the town's use.

The Probate Records of the District of Woodstock, constituted 1831, are kept in a modern safe in a small frame building. The files have been deposited in the State Library under the authority granted in Chapter 175 of the Public Acts of 1909.

